



Minutes of the Chicago Cook Workforce Investment Board– 12/17/19

Present: Jacki Robinson-Ivy; Dan Lyonsmith; Donovan Pepper; Robert Reiter; Angela Morrison for Carrie Thomas; Pam McDonough; Sylvia Jenkins; Tim Kollar for Richard Monocchio; Sara Lichtenstein Walter on behalf of Juan Salgado; Adam Hecktman; Mary Howard; Ewa Gallagher for Ray Marchiori; Michael Jacobson; Xochitl Flores; Karen Teitelbaum; Elbert Walters for Donn Finn; Marc Schulman; Danielle Grado; Haven Allen; Lavon Nelson for Jennifer Foster. On Phone: Colin Cosgrove; Liisa Stark. Quorum? Yes.

CO-CHAIRMAN WRIGHT: It's the bottom of the hour and we are going to start the Partnership meeting. Welcome to our last Partnership meeting of the year. Before I forget, happy holidays to all of you all. May your holidays be a joyous one and spend some time, obviously, with your friends and family. Speaking of friends and family, we want to have a special presentation. We want to take this opportunity to honor I think is the best word that I could use. I'll say some more words about this incredible person, but our time with Joanna is ending in terms of being the board liaison, and we want to take this moment to honor her service so come on up, Joanna.

MS. GREENE: Thank you. I was looking around to see who was going to get an award so I'm very surprised. CO-CHAIRMAN WRIGHT: Because you didn't set that up and you were completely surprised. MS. GREENE: No, I didn't set that up.

MS. NORINGTON-REAVES: So every time we have a board member who's departing we remember about, you know, maybe a couple weeks in advance, sometimes a few days in advance, and I have to come up with language and Joanna and I sit town and I always wind up sending her to Things Remembered, right, to find some amazing gift and so you didn't have to do this this time. MS. GREENE: I'm glad. Thank you. MS. NORINGTON-REAVES: We totally pulled one over on you but let me share with you all what this says. It says Joanna Greene, in recognition of your unwavering dedication to workforce development and citizens of Chicago and Cook County we are eternally grateful for you. Chicago Cook Workforce Innovation Board 2002 to 2019. This woman has been here -- (Applause.)

MS. NORINGTON-REAVES: Joanna has served as our board liaison for 17 years, and she started off first with Chicago then with Chicago Cook. We thank you for all your service. And this is heavy. Don't hit anybody over the head with it. MS. GREENE: Oh, my gosh. Oh, wait. It's real. Thank you. Thank you. (Applause.) CO-CHAIRWOMAN ROBINSON-IVY: Thank you, George, for allowing me -- I'm new and meeting Joanna was the very first thing I think I did next to knowing Karin and it was all a little weird. We were running to lunch and I did not know who Joanna was and literally she flew in the door like lightning with these brochures/books, which I read, and she says you have to have these, and I'm like who are you. And she was just the kindest, most warm person that I ever met. Although our tenure with each other was very short I do wish you the best, and I know you're not leaving but everything you are going to do I know that you'll do with excellence. MS. GREENE: Oh, thank you. And thanks to everybody. Thanks

to the board. CO-CHAIRMAN WRIGHT: So -- You're not leaving yet. MS. GREENE: Okay. MS. NORINGTON-REAVES: Joanna is going to be on with us for another six months. She's going to help transition in our new liaison who I'll announce in a moment, and she's also going to be working on the MOUs and work around service integration and supporting some of the program -- some of the additional program work that we're doing through the end of this program year. Thank you. I think they would like for us to get together for a picture.

CO-CHAIRMAN WRIGHT: I got a chance to meet Joanna when I joined the board and I have, for better or for worse, had the opportunity to sit on a lot of boards. I currently do and have sat on a lot of boards, and, Joanna, you are the best board liaison I've ever met. MS. GREENE: Oh, thanks. I'm a good nag. Well, this is a great board. This is a wonderful board, and we have some new folks here today and some new board members coming on. We have amazing representation from the City of Chicago, from Cook County, and I will say to the board members you have the best staff. It is just an amazing group of folks that Karin has found and hired. It's just they're fabulous and totally dedicated so thank you.

CO-CHAIRMAN WRIGHT: Thank you. And maybe, speaking of staff -- we have the staff here to help honor Joanna -- could the staff just stand up and say your name, please, if you're in the back of the room? Don't everybody stand up at once now. (Introduction of Chicago Cook Workforce Partnership Staff.) CO-CHAIRMAN WRIGHT: Would the board join in giving this amazing staff a round of applause. (Applause.) CO-CHAIRMAN WRIGHT: Joanna taught me one other thing, no one cares unless you care, and you care. Thank you. MS. GREENE: Thank you. (Applause.)

CO-CHAIRMAN WRIGHT: Now we're going to start the board meeting right now. MS. NORINGTON-REAVES: I'm sorry. Did you all get the picture you wanted? MS. JACKSON: No. (Brief interruption.) MS. JACKSON: Thank you. CO-CHAIRMAN WRIGHT: Thank you. Our first order of business is to approve the minutes from our previous meeting from 9-19. I will entertain a motion at this time. MS. McDONOUGH: So moved. CO-CHAIRMAN WRIGHT: Thanks, Pam. Second? MS. HOWARD: Second. CO-CHAIRMAN WRIGHT: It's been moved and second. All in favor say aye? ("Aye" response.) CO-CHAIRMAN WRIGHT: All opposed same sign? (Brief pause.) CO-CHAIRMAN WRIGHT: The motion carries. Minutes are approved. We will go directly into the CEO update. Karin, the floor is yours. (Brief pause.)

CO-CHAIRMAN WRIGHT: Do we have -- Joanna, can we make sure because we had one member, a new member, I was going to do the introductions and it's not here or is -- MS. GREENE: We have Danielle Grado here from Macy's and we have Colin Cosgrove on the phone. CO-CHAIRMAN WRIGHT: Okay. Let's check and make sure Colin is on the phone. Are you on the phone, Colin? MR. COSGROVE: (Via teleconference.) Yes, I am. CO-CHAIRMAN WRIGHT: Thank you very much. Let's do the -- let's do the update from you and then we'll come back and introduce.

MS. NORINGTON-REAVES: Okay. Great. Don't disagree with George. He's always right. CO-CHAIRWOMAN ROBINSON-IVY: That is true. MS. NORINGTON-REAVES: So good morning, everyone. For those of you who don't know me I'm Karin Norington-Reaves, CEO of the Chicago Cook Workforce Partnership. It's my pleasure to be here today. I have a lot of

information to share with you. My quarterly update is in your packet, but I am just going to give you a brief overview. For those of you on the phone we will send it out later. We remain as busy as ever. As any staff person here can tell you no two days are alike, and we are always in overdrive it seems. There's a lot of activity going on. I'm going to walk through what we've been doing over the last quarter, and I will field any questions that you might have once I conclude.

City/County Alignment I will tell you we have the best relationship with the fifth floor on both sides that we've ever had, and it is just a joy. The new administration has welcomed us with open arms. We are invited to cabinet meetings, which has never happened before; although I don't think the previous administration had many, but we are going to cabinet meetings. We are engaged in a host of initiatives including the mayor's new signature initiative Invest South/West. We are at the table for all those activities. Tomorrow I'll be attending a meeting of the mayor's new steering committee around antipoverty efforts. There's a lot of work that's happening to integrate the work of the Partnership with the existing work of the City and anticipated work coming down the pike so continue to stay abreast of -- just keep an eye out for updates around those types of activities.

On the County side we're even more deeply embedded with the area of economic development. We've always participated, they've always had a seat on our board, but we have been working strategically to think about how to deepen our work there and we will be partnering with them very much with sector and business engagement. Local and Regional Planning Process. So today you all are sitting in a very odd configuration for a typical board meeting and that is because we are really embarking on our local planning process. You're going to hear a little bit more about it later, but this planning process is mandated under federal law. We are complying with that, but it's also important for us to do this from the standpoint of strategic planning to make sure we know where we're going, what we can do better, what we're doing well, where opportunities for growth exist, and as a part of that stakeholder engagement is critical and board engagement is critical. So today is going to be the first step that we're really deeply engaging the board in that process and getting your feedback and guidance around what direction we need to be moving in with respect to this organization; how can we be more efficient and effective on the ground; how can we serve those most in need, whether they be businesses or job seekers; and how can we really be strategic about the deployment of our funds.

We had our annual State audit this past quarter. I'm happy to say we had zero fiscal findings. Programmatic findings were quite frankly I characterize them as de minimis. They were very minor, and they originated with the delegate agencies. And when I say minor, I mean things like dates or signatures or dates and signatures aligning with specific order and protocol set forth by the State. There are compliance issues, but they're not issues that result in disallowed costs or impact our funding in any way. They really indicate for us areas where we can tighten up our technical assistance in supporting our agencies to make sure that they're fully compliant with all the rules and regulations.

I want to move on to Initiatives -- Special Initiatives and Program Highlights. I'd like to lift the fact that we have just secured another amazing grant. And it's not the money; it's what it's going to allow us to do. It's a million-dollar collaboration with the Cook County Justice Advisory Council,

and this is going to allow us to build out a holistic system that -- for use by returning citizens. What we know is that in the prison population here within the state of Illinois about 60 percent of the folks are returning to Cook County and 60 another percent of that 60 percent are returning to ten zip codes within the City of Chicago. What exists currently is a fragmented system that does not really guide them and help them when they're coming back and what we know when there's holistic supports in place we reduce the recidivism rate, and one of the supports that has to be in place is a job and so our team, Greg Martinez and Cory Muldoon in particular as well as under the leadership of Matt Hillen, have created an initiative that we're calling our reentry navigation system and it's really going to take a holistic view and a holistic approach as to how do we approach comprehensive services to returning citizens in order to ensure that they are on the right path towards reintegration. And we will kick that off -- I'm going to go through a bunch of dates. We're going to kick that off. Our stakeholders are convening on January 15th right here in this room from 9:30 to 11:00 will be convening; that gathering along with Delrice Adams, who is the executive director of the Justice Advisory Council. So that was a million-dollar award, \$900,000 of that will go to the Partnership for creating the navigator system.

Blue Cross Blue Shield has engaged us not only as a talent pipeline partner for their new project, their Blue Door Center and call center in Morgan Park, but they also contributed \$50,000 to us in cash unrestricted for use with our Chatham Education and Workforce Center. We, as you know, launched a collaboration with Uber Freight and Uber Technologies. They are anticipating 2,000 new positions over the next three to five years. We've begun the meetings with them to map this out, but in addition to the town pipeline work they asked us to oversee a mobility barrier reduction fund, \$50,000, in credits for Uber rides, to get people to and from job interviews and actually help support them during the initial weeks of work until they receive a paycheck to support themselves. And we will also get an administrative fee and a \$25,000 contribution that we intend to use toward the Chatham Education and Workforce Center as well. You know we had applied for the Verizon grant. We did not get it, but they are willing to revisit that in the upcoming fiscal year.

Our Chicago Codes initiative is off to an amazing start. We have now had two cohorts graduate. And as you may recall Chicago Codes specifically focused on the south and west sides specifically targeting black and brown populations, and it is a source of untapped talent for the IT industry. I want to acknowledge Kit White, who's here, and Marisa Lewis who have both been working on this project both under Matt Hillen's leadership, and we have had graduates. They are in internships and various stages of job searches. It has been an amazing, amazing experience to watch these folks walk in the door with limited knowledge of coding and to watch them walk out building platforms and building apps, and apps that are marketable. And this last cohort created apps and platforms that focused on a lot of City services and efficiencies around City services. I spoke to the deputy mayor and we are going to arrange for a showcase with City department leadership and have those folks come in and actually present and how we can integrate the great ideas that they came up with. There are endless opportunities here. We want to continue to pursue funding. Any board members that have ideas around collaborations for job placement for internships for those individuals and/or funding to help continue to support the program please let us know. Also, we just got a great grant from Motorola Solutions. Another \$25,000, in support of Chicago Codes.

Opportunity Works, which you all know is our sort of flagship initiative with Cook County and it's focused on serving Opportunity Youth between the ages of 18 and 24 who are neither employed, nor in school, it is a sector-driven, career exploration initiative, and it's managed by Cory Muldoon also under the leadership of Matt Hillen. You all see a theme here, and we are now, I guess, going into our third year of the program. We've completed two full years. We have now served 750 young people in this initiative, more than 100 employers have taken part, and we continue to bring in funding. We now have a million dollars a year through Cook County and we've been working to raise money on our own to help match that every year to support the program. We have a one-pager that you all should have -- not a one-pager but more of a pamphlet that we've created that went out to our funders. We call it Opportunity for Gratitude. We wanted to thank all the funders who have been supporting the initiative and actually encourage them to continue to deepen that support as well.

I have bittersweet news. Our Chatham Education and Workforce Center is substantially complete. I -- The goal -- That's the technical construction term, "substantially complete," going through inspections. I got an update last night. We passed a series of inspections; however, we were supposed to be having our board meeting there today but the furniture is not being delivered until today so we couldn't quite sit on the floor, so we are moving forward with the plans to have a grand opening. If you could save the date of February 18 that happens to be the date that aligns with the Mayor, the County Board President, Congressman Rush, and a host of other elected officials as well as funders. February 18 would be our official ribbon cutting and our press event. We will have an open house, and I hope to have all of you and many of your colleagues and friends there as well to see what we are -- what we're doing.

Communications and Marketing. Our new website launched with great feedback from many of you. I also want to take this opportunity to remind those of you who did not join the text platform, Mr. Wright, to take out your phones -- he is just refusing to do this -- take out your phones and text 474747 -- yes, he really is not -- and text . Text the word Onboard to 474747 to register for our board platform. You will get updates. You even got a happy Thanksgiving Day greeting from us. We will give you live updates on projects and activities that we're doing. It beats having to check your e-mail so I hope that you all will -- thank you -- I hope that all will register. CO-CHAIRWOMAN ROBINSON-IVY: I'm doing it for him. MS. NORINGTON-REAVES: Thank you, Jacki.

As I mentioned we had a clean state audit on the fiscal side of the house. We also are in the process of our single audit from -- just, you know, our annual single audit. Organizational Development. This has been a focus of ours over the past year or more. We have been working on -- We developed a new performance appraisal process that is wrapping up. We are looking to -- We're waiting for our time attendance platform to launch. We expect it to launch at the beginning of the year. It's taken a little time to get this up running with our PEO company, ADP, but we anticipate that we're going to launch at the beginning of the year. And we're excited about all these changes. We want to move out of all the heavy paper. There's a lot of paper with bureaucratic processes and so we're trying to move into the 21st Century and be more automated and more technologically savvy and so we're moving into an automated time and attendance system as well.

I'd like to welcome our new board members. I know Danielle Grado is here from Macy's. Karen Teitelbaum is not new, but this is the first meeting you've been at physically for a while. I know you've been participating by phone so we're happy to see you. We also have Mary Jo Smith of Amita Health who is going to be replacing Don Russell. Mary Jo could not be with us today, but she will be joining us. And then we have Mr. Colin Cosgrove of Laystrom Manufacturing on the line who comes heavily recommended through our bureau of economic development from the County. So welcome to all our new board members. I look forward to doing orientations with you, and I'll be reaching out to schedule that time with you very shortly. CO-CHAIRMAN WRIGHT: Here, here. (Applause.)

MS. NORINGTON-REAVES: We mentioned that Joanna will be transitioning out of the board member role, but I didn't mention who will be transitioning in. Marisa Lewis, would you please stand? (Applause.) MS. NORINGTON-REAVES: Marisa has been with the Partnership since Day 1, and she joined us from the Chicago Workforce Investment Council where she spent a great deal of time working with the nonprofit board there. Marisa has been a long-time data analyst and specialist for us. She manages all of our labor market information work, and Marisa has significant experience having worked with boards of this nature and supporting Joanna in her role with respect to the Chicago Board many years ago. We are very excited to have her here. She's going to be departing from the strategic initiatives and policy team where, as I mentioned earlier, she worked on Chicago Codes and a host of other initiatives for us. She's done a lot of our grant writing. She's been a jack-of-all-trades in supporting all our staff. Whenever you have presented us with data requests it's been Marisa who's likely the person driving it and providing that information. She comes to us also with a master's in public policy from the University of Chicago, so thank you. (Applause.)

MS. NORINGTON-REAVES: All right. We'll be adding a couple of other positions. One is the director of organizational development which will be posted shortly. We have another position that's going to focus specifically on external affairs as well as internal project management, and we're working on a new title for that role.

Also I want to lift up some dates for you all to save. I mentioned the reentry system navigator the stakeholders are convening January 15th, 9:30 to 11:00, but we also are going to be doing a fundraiser. How many of you have heard about the fundraisers that they do at Lagunitas? (Brief pause.) MS. NORINGTON-REAVES: So Lagunitas has this -- So how many of you are familiar with Lagunitas? (Brief pause.) MS. NORINGTON-REAVES: All right. All the beer drinkers know what Lagunitas is. It is a great opportunity for us. They are a brewing company homegrown here in Chicago and they actually host events where nonprofits -- you have to actually apply, but nonprofits come in and do a fundraising event and basically bring in as many people that we can pack the house with and we get all the proceeds from the beer sales for the evening. We were accepted. We applied. Our date is February 11th. It's a Tuesday. That's the night they do the fundraisers, only on Tuesdays, and so come sip and support us on February 11th from 5:30 to 8:30 p.m. All right.

And then finally just a reminder, the Chatham Education and Workforce Center's grand opening and press event is going to be on February 18th. From 10:00 to 12:00 will be the actual press

event and then we'll have an open house for the balance of the day. Those conclude my update. CO-CHAIRMAN WRIGHT: Questions? Questions for Karin?

DR. JENKINS: So just a clarification, for the open house you have two times, 10:00 to 11:00 and 12:00 to 6:00. MS. NORINGTON-REAVES: Yes. The press conference is the 10:00 to 12:00 where we'll have all the electeds and such and then we'll be doing an open house for the community, for the business leaders and such throughout the day to actually see what the center is going to be about. We -- The plan is to have our Maker Lab up and running and so we'll do some of the prototypes and show people the types of things that will be able to be produced in the Maker Lab. And remember we're going to be partnering with Daley College there. We also have two of our agencies that are interested in providing training there. We'll also be able to showcase the graduates from our Chicago Codes and some of the apps and platforms that they've created and just show the types of services that we'll be able to offer. DR. JENKINS: Thank you. CO-CHAIRMAN WRIGHT: Thank you, Karin. Any other questions? (Brief pause.)

CO-CHAIRMAN WRIGHT: I will only mention that it's -- it really is about -- I guess it's 'tis the season to be thankful, and, you know, when we have an organization that can -- the CEO can say a million-dollar grant it's not about the money, right, it really shows how this organization has grown and developed and so thank you, Karin, for your leadership as well as staff to be in that position. For any nonprofit it is a big deal so thank you. Amy, I'm always counting on you to keep us on schedule, Amy.

MS. SANTACATERINA: Good morning. I saw the presentation. Here we go. This -- I'm presenting today the quarterly training provider programs. This actually is a summary. In your board packets on the right-hand side there is a legal-sized paper, sort of an Excel spreadsheet, that has the actual details of each training program that was submitted for application. CO-CHAIRMAN WRIGHT: (Indicating.) MS. SANTACATERINA: Thank you. And on the phone, it's the Excel document. And you can see all of the training providers submitted their requests for initial certification of new programs and we go through, review each application and make sure it meets the standards that we -- that we have set in our policy and that the State has set, and all these programs listed today did meet the requirements. I do want to point out that last -- I believe it was last board meeting we allowed for a couple new programs to be included in our list, and we have some programs now that are doing addictions recovery, which was one of our new training programs, and early education programs. So we're happy to see that, particularly the addictions recovery programs because we do have a new grant that is focused on the opioid addiction so that will be very important for us to have some of these new training programs. So you can go through and read it, and I'll take any questions about any of these programs. (Brief pause.) MS. SANTACATERINA: I'm short and quick. And again, our process we have a group of staff that go through, review each application, make sure that they -- that the training programs end in a credential -- an industry-recognized credential. They're from a training provider that meets the requirements for a training provider. It has some type of accreditation and is in one of our 40 occupations. And this requires a vote. CO-CHAIRMAN WRIGHT: Any questions? (Brief pause.) CO-CHAIRMAN WRIGHT: Hearing none, I will entertain a motion. DR. JENKINS: So moved. MR. PEPPER: Second. CO-CHAIRMAN WRIGHT: Moved and second.

All in favor say aye. ("Aye" response.) CO-CHAIRMAN WRIGHT: All opposed same sign. (Brief pause.) CO-CHAIRMAN WRIGHT: The motion carries, Amy, and you were fabulous in terms of your time. Wing, you ready?

MS. HO: Ready. CO-CHAIRMAN WRIGHT: How are you doing this morning? MS. HO: Good. Good. Good morning. Hello, all. Can you hear me? ("Yes" response.) MS. HO: Cool. Thank you. All right. Good morning, all. I'm Wingman Ho, controller at the Partnership. Today I'm going to be presenting the fiscal 2020 financials of the Partnership as of September 2019. For those on the phone please refer to the December 17th, 2019 Board Meeting Fiscal Report. The PowerPoint presentation of the financial reports can be found on the right-hand side of your blue folder. Let's start with the budget to actual report. Fiscal Year 2020 refers to 12 months financials starting July 2019 to June 2020. The third column refers to the year to date actuals -- I'm sorry. The third column, year to date actuals, refers to the actual revenue and expenses for three months of financials Fiscal Year 2020. Purple Note 1, first quarter of Fiscal Year 2020 has total revenue of September 2019 in the amount of 13.4 million. Purple Note 2, Fiscal Year 2020 has total expenses of 13.7 million in the first three months of the fiscal year. Purple Note 3, expenses are more than revenue by 269,000, in the first quarter. This 269,000 is mainly contributing to the Walmart funded grant due to timing. Over the whole life of this Walmart funded grant there is no loss. We recognize the service income of 290,000 in the past and will have the restricted net asset of approximately 127,000 to be released to offset part of the negative operating net in the next couple months. As you all recall the Walmart service income of 290,000 now was fully earned in the last couple years. We earned 35,000 in last fiscal year, Fiscal Year 2019, and 255,000 in the last couple years. Service income improve the operating net in the previous fiscal years. And the operating net was recorded as unrestricted net assets in the balance sheet after we close each fiscal year in the past. We've also earned investment income of 127,000 in the last couple years. This 127,000 will be released from restricted net assets to unrestricted net assets once we liquidate the investment income to the checking account. Any question on this line? (Brief pause.)

MS. HO: Okay. Thank you. Moving to the statement of activities, first line for the financial we received 300,000 temporarily restricted revenue from different funding streams in the first quarter of Fiscal Year 2020. Note 1, government and contract revenue 225,000 received from Cook County for Opportunity Works Program. Note 2, corporate and foundation revenue 75,000. - received from AARP for Back to Work 50 Plus Program. Note 3, 406,000 worth of net assets were being released from restriction in the first quarter of 2019. The biggest contributors of these 406,000 is Opportunity Works 332,000, and we had also released from the assets for different programs such as Chicago Codes, AARP, and other programs. Note 4 at the bottom, the 375,000 decrease in net assets is the net result of decrease in unrestricted net asset of 269,000 we talked about before, and the release of the 106,000 of temporarily restricted asset. Note 5 at the bottom, Partnership has total net assets in the amount of 2.6 million as of September 30, 2019 which includes 400- -- I'm sorry -- which includes 488,000, of unrestricted and 2.1 million of restricted net assets.

Moving on to the statement of financial position Note 1 and 2, Partnership has 11.786 million of total current assets as of September 30th, 2019, including 1.462 million of cash and cash

equivalents. The declining cash and short-term investments relates principally to the spending down of the Walmart Foundation funded grant and the Opportunity Works grant. Note 2, total net asset as of September 30th, 2019 is 2.6 million. The reduction in temporarily restricted net assets is mainly attributable to the Walmart Foundation funded grant spend-down as well. Last slide of the financial statement, statement of cash flow. Note 1, net assets decreased by 375,000 as of September 2019 as we discussed earlier in the statement of activities. It is the net result of the unrestricted operating net of 269,000, and the release of 106,000 of the temporarily restricted assets. Note 2, Partnership possessed 1.46 million of cash and cash equivalents as of September 2019. That's all I have for the financial presentation. Are there any questions? (Brief pause.) MS. HO: Okay. Thank you. Happy holidays to you all.

MS. CAGE: Are you ready for us? We are very excited about this next part of the agenda, and I want to thank you all in advance for departing a little bit from our typical protocol to talk a little bit about a strategic plan, our local plan. The way the next section of the meeting is going to go is Matt Hillen is going to do a little overview of our local planning process. We are in the midst of a local planning process that's due early in 2020, and he's going to talk a little bit about WIOA and sort of the parameters that we have to work with within the legislation. There are a number of sort of fiscal rules that guide our work, and we want to make sure that, you know, we have a level of understanding from the folks on the board in terms of what we can do with the federal funding that comes down from the department of labor. And then the reason you're all at tables is that we want to talk about some of the strategic themes that we've identified as part of the local plan. The idea today is just to get a little taste of what we have. I know you got an e-mail from our co-chairs inviting people to be part of a strategic retreat in January. We really want to delve into some of these topics in depth during that strategic retreat, but we did want to give people an opportunity to understand some of the work that we're doing both with the staff and with external stakeholders to really guide what we're going to be doing through the workforce board over the next four years. I'm going to turn it over to Matt to talk very specifically about the plan itself, and then we'll go through the rest of the process.

MR. HILLEN: Great. So good morning, everyone. ("Good morning" response.) MR. HILLEN: I'm going to talk a little bit about what the WIOA local plan is and how we're developing the content for that plan and then turn it over to Amy and make sure I keep everything on time for Mr. Wright. CO-CHAIRMAN WRIGHT: Thank you. MR. HILLEN: What is a WIOA local plan? Well, it's a part of 22 pieces of the unified state plan for Illinois. Every state in the Union must have a WIOA State Plan. There are three levels of that plan. One, like I said, is the unified state plan. There are also ten economic development regions that were designated by the governor in Illinois. We are part of the northeast region, Economic Region 4, and within that region there are five local workforce areas -- I'm sorry -- seven local workforce areas, or six and a half, but each one of those local areas must create a local workforce plan. Per the guidance under WIOA those are rolled up into those ten regional plans, and those ten regional plans rolled up into the state plan. All these things are developed at the same time and they're all developed on a very tight timeline. So, the timeline that we have is we got started in October when the local planning guidance was released by DCEO; that guidance is basically an outline or a series of questions that each local area must answer in how they use their WIOA funding. Okay? We followed that

guidance, and the way we go about it is we look at the plans strategically and then we write to that guidance, to that outline.

So, on October 31st we received a big data dump from the State. The State contracts someone to do data for each economic development region that contains things like commuting patterns, labor market information, demographic information. We write to a finish line of February 14th, 2020. We post this plan for public comment on Valentine's Day. It is our Valentine's Day gift to the job seekers of Cook County, and we post this for public comment for 30 days. On March 16th we take this -- we take the plan back down, incorporate the public comment and a little bit of content about how we went about soliciting that public comment, and then we have two weeks -- we start a ticking time line for two weeks for you as our board to approve that plan. We submit it to the State on March 31st, and then they have three months to review and the Governor accepts the plans, and then we are off and running for the next four years.

It's an important process and we take it very seriously because this will determine how this board spends our dollars for the next four years, which is why we're so happy that you all are engaged. How we go about engaging all our stakeholders, you obviously being the most important stakeholder that we have, is we try to do this both deep and wide. We are trying to engage all our MOU signatories. We did that -- We did our first meeting with our MOU signatories yesterday and we're expanding those partner lists as we go. We intend to reengage them once a good outline of the plan is developed and some content is developed on January 16th.

We are also looking at this plan through six strategic themes. Those themes correspond to the tables you're sitting at right now. They are program design, special populations and geography, service integration, deployment of training funds, sector strategies and business engagement, and how you as our board operate. Those six strategic themes inform all of the planned content so we are looking through these as lenses on how we develop the entire plan.

We are engaging a lot of different groups and a lot of stakeholders in this process, obviously all our agencies. We've already run focus groups with each of our groups of agencies, our board committees -- our current board committees. We're looking at it through the lens of some special populations like Karin mentioned the reentry work that we're beginning right now we're engaging those folks. We're engaging the continuance of care at the City and County level that work with the homeless populations, organizations serving individuals with disabilities including the Mayor's Office of people with disabilities, obviously veterans as a top priority population under WIOA law is a group that we want to make sure we're engaging, and finally you all. And you all are very invested in this and will continue to be as we go through this process.

We have a few ways to connect. There are some surveyed links in your packet and in your materials that you can look at, and we're happy to get you language if you'd like to distribute those to the networks. Like Amanda said this is kind of a preview session to something that we want to do with you all in January where we really dive deep on some of the big philosophical questions around our work. So, with that, I'm going to turn it over to Amy to kind of set a few boundaries about how the law and our finances work.

MS. SANTACATERINA: Okay. Good morning again. And just a little reminder how our funding comes to us. WIOA funding comes in three buckets. We have our adult bucket serving low-income adults or adults with basic skills deficiencies; dislocated workers, individuals who have been laid off; and youth. For us locally youth are ages between 16 and 24. And last year we had about \$52 million of WIOA funds. As these are federal dollars they come with a few rules. The first fiscal rule is that our money comes to us 10 percent of which is available for administrative purposes so that's called our back-end accounting functions. The funding has two -- a two-year shelf life when we get it so what we don't spend in the first year we have to spend in the second year. In that first year we must obligate 80 percent of our funds.

Now, on the adult and dislocated worker side there's even more rules. We can transfer -- This one is nice. We can transfer between adult and dislocated worker as we see the need. This is a State rule. Fifty percent of our program dollars must be spent on training. Half of what we spend each year are program dollars, not our admin, must be spent on training. And when the funding on the adult and dislocated worker comes to us, they cap our first quarter so we don't get access to all the money. There's a cap during that first quarter, and we -- from our adult and dislocated worker money we can put aside money for income and worker programs. Youth is a little less rigorous, but 20 percent of our youth dollars must go towards paid work experience activities, and we have set a local policy of 80 percent of our youth funds must go towards out-of-school youth. Next slide. There we go. Here's more about that 50/50 balance.

You have our training costs. You can see individual training accounts, on-the-job training, all of these are actual skills training dollars. We're allowed for a little bit of staff time that worked on OJT which are training costs. We do have one model, our Career Pathway training, where that whole contract can count towards our training expenditures.

The other side of the house, all this (indicating), this is all what our delegate agencies do. Those are non-training costs, all our Partnership costs non-training costs, our program monitoring. All that stuff (indicating). All the occupancy costs at our AJCs all that non-training costs. So how are we set up, here for our job seekers just a little level set our current state where we're at we have ten American Job Centers. An American Job Center must have another partner -- WIOA partner present on-site. Four of ten are considered comprehensive One-Stops so they have another level of certification to pass. Our AJCs also take on the role of the one-stop operator working with our partners. We have, and this is new -- or not new.

This is a unique model to many local workforce areas. We have a system of delegate agencies and a pretty robust system of delegate agencies that are doing very similar work to the AJCs but on a smaller scale. We have currently 13 adult delegate agencies performing the basic WIOA services for adult and dislocated workers. 13 for adult, eight of which also have dislocated worker money. So we have a little bit more access because it's more spread out we have these other 13 smaller sites. And then we have this one other model for job seekers which are career pathway programs -- or career pathway training. We have currently four of them and one bridge program and they're really doing some training in manufacturing and one is doing training in TDL.

Next. We have some models that are facing our business customers. We have our current business relations in economic development team members. They're out serving our businesses, and all our agencies have staff service reps that are serving the business community. We have a unique model here where we have sector centers. We have three sector centers and they're focused on -- currently on the IT industry, retail, and hospitality and one in healthcare. A unique model facing the business services -- or business community. And then we have a business intermediary. Another model sort of unique to -- across the country we have a business intermediary that is not focused on the specific sector but works with employers, develops hiring agreements, and sends those to the rest of the network.

On our youth side we have -- we just did RFP for youth. We have our AJCs. Eight of our ten AJCs have youth programming. We have 25 delegate agencies that are doing youth programs, and one of our models for out-of-school youth and then we have seven delegate agencies that are providing in-school youth programming, and four of those are serving youth with disabilities.

Basic flow for what happens at an American Job Center or what the customers receive, we set them up with real general services sort of like a library, you know, open to the public. People can come in and use our resource rooms, access computers, work on their resume, attend some workshops on how to improve your -- how to write a resume, how to improve your interviews. Some real basic services that are open to the public anybody can -- anybody can access. Access the job leads, job boards, all -- you have access to -- we do a bunch of job fairs that are open to the community too. So those are general basic career services. Then as people need more and more services we -- the Act calls that individualized career services. You're going to need a staff person to start working with you and at that point you become enrolled into WIOA and that's when we start counting and you see me with all my numbers and performance measures, but those individualized career services you have staff individually working with you on your unique plan and part of that plan may also include training and that's the more intensive access to different individual training accounts or on-the-job training.

Okay. And here just a map reference of the locations of ten of our American Job Centers. Our hope is to level set, give you some background information. It might have been -- It might be new information or a little refresher for you all. And now we're going to get into the fun stuff.

MR. HILLEN: So now we're going to turn these discussions inward to your tables. You heard me mention the six strategic themes that we're looking at this work through. Each one of you is sitting at a table that corresponds to those themes along with a couple of plants that we put there. I'm sure our staff, who are going to lead a three-part discussion, that discussion is going to be kind of a microcosm of how we have gone through this process internally and with stakeholders. Those three things that we're going to walk through with you today not really as in depth as we would like to or as we plan to over the next couple months as we develop the plan that -- but we are going to walk through each one of these strategic themes with you to talk about, A, the current state of our system. When it comes to training expenditures that will include kind of the statistics of how we spend our training dollars now. Then in Part 2 of the discussion we're going to walk through a SWOT analysis. We've gone through a big internal group SWOT analysis and some SWOT analyses with other stakeholders as part of our large

research process for the plan. We're going to spend about 20 minutes on that defining some of the key themes that have showed up in the SWOT analysis around each one of these -- each one of these lenses. And then we're going to talk about the big, final question will be around ideas that you all have that we should be researching ahead of the next time we engage you in all of this and talking about kind of our dream state. You know, the big magic wand question, if you had a magic wand what would you have us do differently or better when it comes to this strategic theme. I see there's been some reshuffling around tables. I think everybody is settled. I am going to time these discussions so that we make sure that we continue to move because what we found as we looked at each one of these themes is when you get a bunch of workforce development professionals in a room or board members or other stakeholders these decisions - - or these discussions could go all day and you kind of get lost in some of the interesting research that's been done by our staff. And so please pay attention to time as the moderators and make sure you're moving through the materials that we have, and I'll remind everyone as we go and as we walk around the room.

MS. NORINGTON-REAVES: Okay. Our Chairs asked me to just sort of help to explain why we are doing this in this way right now. We only have -- As you all saw we have a very limited amount of time in which to produce this plan, but we need a lot of input from a lot of key people. So we've been doing all the focus groups, as I mentioned, and our time with you is short, so we set aside time in the board meeting today and we're doing this in the charette style. You've got a facilitator at each of your tables, you've got a scribe, Matt is going to keep time.

We're doing this today, but we sent out a Doodle poll. I was trying to see how many people had responded as of yesterday afternoon. I think 11 of the board 28 members had replied. We really need you to let us know when you're available to do a strategic retreat. We are doing a board retreat so that we can delve deeper into these very topics and really have a solid plan with significant, substantial input from you as board members to help us get to where we need to go. So please respond to the Doodle poll. We will schedule a time. I think we offered six dates in January where we will spend probably about half a day together to delve deeper into these very topics, and at that time we'll be able to touch all the subjects.

I do want to lift up service integration is not one of the tables that's here for today, and the reason for that that's really with our mandated partners and we started those discussions with them. This is really to have you delve deeper into the area that you're really going to have to touch and have some ownership over. There are markers on each of the tables. Each table is indicated by, you know, a placard. So why don't you and Jacki kind of circulate. I'm going to just walk around. You guys figure out what table you like and we're going to go ahead and get started. Facilitators, listen out for Matt's time cues. Okay. Thank you. Thank you all for indulging us.

(Group discussions held.)

MR. HILLEN: All right. Folks, if I can have your attention real briefly. It's been a good exercise. Overhearing these conversations has been great. This went well. What we'd like to ask is at this time a board member at each table stand up and talk about what came out at the magic wand

conversation at the end of this process for one minute. MS. NORINGTON-REAVES: One highlight, takeaway.

MR. HILLEN: Can we start with training? Dr. Jenkins? DR. JENKINS: All right. So since there were two us from community colleges at this table we decided all training dollars should go to community college because, first of all, so because we were already vetted by a number of accrediting agencies, you know, the higher learning commission, state board, and everything else we're just going to use truck driving for example. You know, truck driving schools you can sign up every day, you know, earn a truck driving license, and in six days -- I don't know how long it takes -- but, you know, we feel very good about the vetting process and the support that we give our students so as we look at allocation of funds that maybe a better job needs to be done with evaluating training providers.

MR. HILLEN: Excellent. Thank you very much. Mary, next? This is for special populations and geography. MS. HOWARD: We had a great discussion. I think that the big magic wand was around two items. One was better data share across different -- not necessarily sectors but agencies whether it's state or local agencies, and then the other one particularly hit home around special populations was how do we remove bias. And so Jacki had a great illustration with -- excuse me -- with orchestra auditions and it's how do we do that same thing for people who are not selected or prejudiced. We need to figure that out. That's the magic wand is that we figure that out.

MR. HILLEN: So next we'll move on to sector strategies and business engagement. MS. McDONOUGH: One of our biggest takeaways was that technology is affecting everything from classification of types of jobs because we're thinking maybe a lot of manufacturing jobs are not necessarily classified as manufacturing and it's a shift of classification of jobs. With respect to retail maybe there's not as many people in the actual store, but they're on another end of the process. We also talked about aligning some of our activities with some business time frames, like if they have training -- or they bring in training in certain times we should be assisting with the recruitment during those areas. And we also feel like we need to get a better handle with -- I think we've struggled with this for a long time with manufacturing construction jobs. I mean construction jobs are largely union focused, but they're not exclusively that and they're going to have a huge need for people strategically in the next, you know, five to ten years because of probably the \$50 billion of construction work coming up in all different areas. So those were our key takeaways.

MR. HILLEN: We're going to move on to boards and committees. MR. REITER: Our discussion centered around mostly two things. One, board engagement and how to get people more involved with the existing committees and how we would look at the three inactive committees and whether those -- I think on the three inactive committees and talked about taking two of those and just making sure that they're wrapped up into some of the existing and then activating the disability inclusion, and then also how to draw out more engagement in terms of diversifying the sectoral component of the committees. It seems like we have committees that are almost completely slanted towards one sector, whether it be employer focused versus service provider

or client focused, so having more diversity of thought is produced through having more diversity of structure internally within the committee.

MR. HILLEN: Thanks, Bob. Program design is Dan Lysonsmith. MR. LYONSMITH: Hi, everybody. So in our -- we had -- with our magic wand we would reduce some of the cumbersome documentation and compliance stuff and that kind of leads to one of the strengths we identified was the delegate agencies and diversity of delegate agencies would allow us more choice in that. You can only have agencies if you kind of meet those requirements as options to partner with. And these two, the braiding of funding. We want agencies to be able to braid funding across different programs to kind of allow more funding to the system. The heaviest compliant programs are going to weigh that down and agencies aren't going to be able to do it, so we saw one thing kind of leading into another in terms of these things. MS. NORINGTON-REAVES: Thank you. MR. HILLEN: Thank you.

CO-CHAIRMAN WRIGHT: We have two pieces of business right before we call for a motion to adjourn, right, Karin? We do have a component that looks for public comments. Amanda, are you part of the -- MS. CAGE: I'm part of the public. CO-CHAIRMAN WRIGHT: Okay. No comments? As part of our component as the board calls for public comment here. Another thing that we want to do is I think -- where's Joanna? -- we had board members respond to our Doodle poll around the date. As much there -- I mean there was a host of excitement at our table and I assume all of you all with this process so I want to lift up and say thank you to the staff who convinced us all that this was a great idea. We sometimes came, you know, kicking and screaming, but I think it was great. MS. NORINGTON-REAVES: Thank you for capitulating.

CO-CHAIRMAN WRIGHT: So that leads to our board retreat and we need to make sure. We're going to set a date by which all board members should respond. And the dates were what, Karin? MS. NORINGTON-REAVES: This is a reminder of the dates. I think people have responded but that means 17 haven't, so the proposed dates are January 9th, January 14th, January 16th, 17th, 24th, or 25th. CO-CHAIRMAN WRIGHT: And these are all Saturdays? MS. NORINGTON-REAVES: No, they're not. Just one Saturday. CO-CHAIRMAN WRIGHT: So maybe, Karin, what we could do -- where's Jacki, there she is -- what do you think about this Friday as a deadline to have people respond? If whatever responses we have in by Friday we pick a date because we could go around in circles for -- People are going away for holidays. CO-CHAIRWOMAN ROBINSON-IVY: It's everyone's Christmas gift to us.

CO-CHAIRMAN WRIGHT: Right. We're thinking by Friday everyone please respond. If you know of another board member that's not here please pass the word we would like to get everybody's response. Okay. Friday and then we'll just pick a date and whatever the consensus we'll go with it and we'll continue this process. With that, any questions, comments, or concerns before I ask for a motion to adjourn right on the hour? (Brief pause.) CO-CHAIRMAN WRIGHT: Do I have a motion? MS. FLORES: So moved. CO-CHAIRMAN WRIGHT: So moved. Second? MS. McDONOUGH: Second. CO-CHAIRMAN WRIGHT: Second. It's been moved and second. All in favor of adjourning? ("Aye" response.) CO-CHAIRMAN WRIGHT: All opposed that want to stick around? (Brief pause.) CO-CHAIRMAN WRIGHT: The meeting is adjourned. Thank you. MS. NORINGTON-REAVES: Happy holidays, everyone. Thank you so much for your attention

today. We appreciate you. (Meeting adjourned.) STATE OF ILLINOIS)) SS. COUNTY OF
COOK) Jennifer Vravis, being first duly sworn, on oath says that she is a Registered
Professional Reporter doing business in the City of Chicago, County of Cook and the State of
Illinois; That she reported in shorthand the proceedings had at the foregoing Chicago Cook
Workforce Innovation Board Meeting; And that the foregoing is a true and correct transcript of
her shorthand notes so taken as aforesaid and contains all the proceedings had at the said
Chicago Cook Workforce Innovation Board Meeting. _____